1412

Preserve

App. F. IX-4

Previous References.
RF 121/46
1946.

Later References.

194).
(Med

File No. 121-4)
Serial Nos. 1

P-10=E

GENERAL AND REVENUE SECRETARIAT

Serial Nos. one

Part B for Dec. 1947.

SUBJECT

The delegation of powers to the Secretary of Treasures, Bowring and Lady Curzon Hospital, Bla

To The Durbar Surgeon
" Chief Administrative Medical Officer
" Comptroller
" Senior Surgeon.

No-M. 6635-7/Med. 121-47-1 d. 6-12-47.

Approves

8/11/48

D.No.12419. (P) S.N.11. 1412 Pf

Please see S.N.5, 6 and 7 of RF.171-46.

1) This post was originally known as 'Office superintendent' and was recently re-designated as "secretary and Treasurer" and // made a gazetted one. The Secretary and Treasurer is in charge of the non-technical side of the administration of the Bowring and Lady Curzon Hospitals. He acts in effect as personal assistant to the Residency Surgeon and has to sign hospital bills and receipt vouchers on his behalf and also to attend to other ordinary items of work of a routine nature, since the R.S. has no time for this on account of his heavy work on the professional side. It was for these reasons that the post was made a gazetted one. For the same reasons it seems desirable to delegate necessary financial powers to the Secy. & Treasurer. The Residency Surgeon says that the Secy.& Treasurer has already been doing all the work in respect of which delegation of powers is now asked for and that similar powers are exercised by corresponding officers in hospitals in Madras and Mysore. In any case the actual delegation has now to be made by the Mysore Govt. and the papers may be transferred to them to issue xxxx necessary orders. In the meantime, the Residency Surgeon may see u/o.

Under Rule 2(1)(a) Proviso (V)

Mr. 4/9.

1.8.47

Residency Surgeon.
U/O No.RE.171-46/G dt.2-8-1947

2) These papers may now be transferred to the Mysore Govt.

Secy. U.O No. 2368/DL3 7.8.47

11-8-47

For approval

CONFIDENTIAL BRANCH G.R.S. No. 951 Date 1-9-47

SECRETARIAT Edn. Sec. No. Date 2/9/47

WC 2/9/47

WC 1/9/47

Delegation of powers to the Secretary & Treasurer Bowring & Lady Curzon Hospitals, Bangalore

General and Revenue Secretariat | File No. of 194 . 1412/41 | [App. F. III-2

Serial No.

4) The then Residency Surgeon in his letter dt 24/7/41 has requested sanction for the delegation of certain powers to the Secretary & Treasurer, Bowring & Lady Curzon Hospitals, Bangalore. The pay of ~~the Secretary & Treasurer~~ Mr R.S Subramanian the Secretary & Treasurer is Rs 250/ in the grade 250-20-350/ with effect from 1/11/40.

5) Perhaps the opinion of the S.S & the Durbar Surgeon HQ, Victoria Hospital in charge of the Medical Institutions in the Retroceded area may be obtained in the first instance. Ref para 3 supra.

9/9

6) Re. no. Victoria Hospital also is appended to administrative Medical Officer in charge of these medical institutions in the Bangalore Civil Area may be consulted also

Edn. Dept.) 11/9

7) Yes urgently

8/9/41.

U.O. No 93/4 dt 13 9/41.

8) Forwarded with compliments to the Durbar Surgeon & medical officer V.M. for remarks.

By order

Edn. Dept 13/9

EDUCATION SECRETARIAT No. 1249/41

NOTE—Contn. Sheet.

Declaration of powers to the Secretary & Treasurer, Bowring & Lady Curzon Hospitals.

File No. 1412/57 of 194 . | General and Revenue Secretariat

D.S.No 18-1/21-6-47.

Serial No.

9) Returned with compliments. Of the powers recommended to be delegated to the Secretary and Treasurer of the Lady Curzon and Bowring Hospitals by the ex-Residency Surgeon in his letter dated 24-7-47, I have no objection in powers 1 to 6 inclusive being delegated. Regarding item No.7 powers of countersigning, this need not be delegated to the Secretary and Treasurer, as such counter-signing etc., will have to be done by the under-signed as Chief Administrative Medical Officer. Regarding item No. 8 cheques addressed to the Residency Surgeon, now Chief Administrative Medical Officer will be signed by the undersigned.

10) As the Secretary and Treasurer is appointed to give relief to the Superintendent and Medical Officers of Bowring and other hospitals, the above powers were usually being exercised by the Medical Officers before the appointment of such Secretaries. When the Secretary and Treasurer goes on leave the powers delegated will have to be exercised by the respective Medical Officers and Superintendent.

11) With the approval of the above recommendations the duties of the Secretary and Treasurer, Bowring and Lady Curzon Hospitals will be similar to those exercised by the Lay Secretaries of Hospitals in the Mysore State. The duties defined in Government Letter No.H.7082/Med.293-42-6 dated 2-2-1945 addressed

Delegation of powers to the Secretary & Treasurer Bowring & Lady Curzon Hospitals

951/47

to the Senior Surgeon in Mysore, Bangalore, copy of which is enclosed for ready reference, may kindly be ordered to be generally followed.

T. Sivachalam
Durbar Surgeon &
Chief Administrative Medical Officer,
(Civil Station), Bangalore.

12) Subd for orders. Ref paras 6 & 7 supra.

27/10.

13) As suggested by the Durban Surgeon the Secy Bowring & Lady Curzon Hospitals, may be allowed the powers referred to in the Residency Surgeon's letter.

17) 7.11.47 Min P.H. & Exc. Edn Secy 27/10

27/10/47 Min Edn 8/11/47 (through Nor Chief Sy) 8/11 4306 3/11

14) 29/10/47 28/10

15) 29.10.47. 30/10/47 31/10

16) 3/11

OFFICE OF THE MINISTER FOR LAW P.H. & Excise No. 661 8.11.47

FINANCIAL ... U.O.No. FI 2956 23/10 BANGALORE

EDUCATION SECRETARY No. Date 30/10/47

TYPING SECTION 13 NOV. 1947 8/11/47

18) If is on the assumption that the Durbar Surgeon's second proposal has also been appd. dft G.O. is subd. herewith for appl.

15/11

17/11

Delegation of powers to the Secy. Pharmacy Nursing & Lady curzon hospitals. 1442

M.

To.

The Durbar Surgeon which administrative medical officer. The Comptroller, S.S.

No. M. 6635-7. Med 121-47-1. d. 6.12.'47

Approves the recommendation of the Durbar Surgeon & chief administrative medical officer re: the delegation of powers to the Secy. & Pharmacy Nursing & Lady curzon hospitals.

B

23/12

24.12.47

NO: 2107/113

Office of the Residency Surgeon,
Bangalore, dated 24th July 1947.

26 JUL 1947

From - Major G.R.C. Palmer, I.M.S.,
Residency Surgeon,

To - The Secretary to the Hon'ble the Resident
in Mysore, Bangalore.

Delegation of powers to the Secretary & Treasurer, Bowring & Lady Curzon Hospitals, Bangalore.

....

Sir,

Reference your No.R.F,171-46/G dated the 21st January 1947.

I have the honour to invite a reference to para 4 of my predecessor's letter No.3447/144 dated the 18th October 1946 wherein it was stated that the question of delegating to the Secretary & Treasurer of these Hospitals certain minor financial powers was under consideration and to request that the sanction of the Hon'ble the Resident may please be obtained for the delegation of the following powers to the Secretary & Treasurer, of the Bowring & Lady Curzon Hospitals.

1. To sign for the Residency Surgeon all pay bills of the establishments of the Bowring & Lady Curzon Hospitals.

2. To sign bills for refund of patients' deposits and hospital stoppages, X.ray and Laboratory charges and fair copies of contingent bills.

3. To sign for the Residency Surgeon bills and receipts for Hospital stoppages, X.ray and Laboratory charges etc. and also contingent sub-vouchers.

4. To sign indents from the various sections of the Hospitals for requirements of a routine and recurring nature(Firewood, charcoal etc.

5. To initial against entries in the contingent register.

6. To attest the entries in the Service books and rolls and to verify annually in April the service books and rolls.

7. To countersign all pay bills, contingent bills refund bills etc., of other Hospitals & Dispensaries in the Station.

8. To sign all cheques for Residency Surgeon.

In this connection I wish to state that the Secretary & Treasurer has in practice already been doing ~~xxxxx~~ all the above work, but in view of the impending Retrocession it is very desirable that he be delegated with specific powers so that they may conform to the actual duties performed by him. The financial powers now recommended ~~for~~ are also generally in conformity with the powers delegated to similar posts in other Hospitals in Madras and Mysore State.

I

I therefore request that early sanction of the Hon'ble the Resident to the delegation of the above mentioned financial powers to the Secretary ~~&~~ & Treasurer, Bowring & Lady Curzon Hospitals, may please be obtained.

I have the honour to be,
Sir,
Your most obedient Servant,

M Palmer

Major, I.M.S.,
Residency Surgeon, Bangalore.

kss.

Copy of the letter No. M 7082/Med. 293-42-6 dated 2-2-1945 from the Secretary to Government, Education Department, Bangalore, to the Senior Surgeon in Mysore. Bangalore.

5

In continuation of Government Order No.M. 3819-21/Med.28-43-102 dated 28th October 1944 passing orders on the report of the committee appointed to consider the existing systems of supplies to Hospitals and stating that the proposal regarding the duties of the Lay Secretaryes is reserved for consideration separately, I am directed to state that the proposal of the committee to define the powers and duties of the Lay Secretaryes of the Combined Hospitals at Bangalore and Mysore, as detailed in the statement appended hereto, is approved.

- - - -

No. C 1420-48 Office of the Senior Surgeon in Mysore, Bangalore, dated 7th February 1945.

Copy forwarded to the Secretary, Combined Hospitals, Bangalore for information and guidance.

Sd/- .V.V.Monteiro
Senior Surgeon.

Duties of the Lay Secretary.

There shall be a Board of Medical Officers for the four Hospitals in Bangalore (Victoria, Vani Vilas, Minto Ophthalmic and Mental) and a Board for the three hospitals in Mysore (Krishnarajendra, Cheluvamba and Princess Krishnajammanni Sanatorium) The Medical Officers in charge of these institutions will form its members.

2. The Senior ~~Surgeon~~ most Medical Officer of the respective Board will be Ex-officio chairman of the Board.

3. The Lay Secretaries of the Hospitals will be the Ex-officio Secretaries of these Boards.

4. The Board will meet (i) at the time of the disposal of tenders and (ii) it will be open to each Medical Officer to request the chairman to call for a meeting whenever the Medical Officer considers that such a meeting is necessary.

5. The Secretary will deal with the following under the orders of the Medical Officer of the institution concerned:-

A. Dieting:-
- i. Notification and tenders.
- ii. Contracts, stores, indents and supplies.
- iii. Receipt of diet articles, cooking and distribution of food.
- iv. Supervision of milking
- v. Maintenance of diet registers, accounts, bills and payments.
- vi. Coolies and other kitchen servants.
- vii. Purchase and maintenance of all kitchen utensils, crockery et

B. Linen.
- i. Dhobies and other laundry servants.
- ii. Laundering;
- iii. Tenders for and supplies of hospital and servants' linen.

N.B.- Linen of each hospital will be separate.

C. Lighting and Electric Power:-
- i. Indenting for and maintaining stock of electric bulbs and other materials.
- ii. Electric bulbs and accounts, correspondence and repairs
- iii. Telephone and heaters.

D. Furniture:-
- i. Maintenance of stock and repairs.
- ii. Tenders and bills.

E. Buildings and premises:-

i. Annual repairs and petty periodical repairs.
ii. Staff quarters.

F. Sanitation:-

i. Drains and sewers
ii. Incinerators.
iii. Disinfection of clothes.
iv. Mortuary.

G. Records, Accounts and Cash:-

i. Preparation of salary and allowance bills and disbursements.
ii. Service Registers.
iii. Stock registers of furniture, crockery etc.,
iv. Correspondance Registers.
v. Hospital dues, their recovery and remittance to the Treasury.
vi. Maintenance of imprest accounts and other registers relating to the receipt and disbursement of cash.

6. The secretary will be in direct executive charge of all the duties abovementioned and will deal with bills and accounts directly with the authorities concerned. The following staff will be under the Secretary's control and action taken with reference to them will be subject to the approval of the Medical Officer, concerned:-

i. All cooks and kitchen servants.
ii. Dhobies.
iii. Electricians.
iv. Stewards.
v. Accountants.
vi. Some clerks.
vii. Internal Auditors.
viii. Food Supervisor.
ix. A few peons and sweepers.

7. The followwing items of work will be within the control of the respective Medical Officers of each hospital and will not be subject to a common authority:-

i. Discipline and control of all nursing staff.
ii. Discipline and control of all menial staff not specifically mentioned as under the Secretary's control.
iii. All professional work, and control and transfer of all professional staff.
iv. All professional correspondence (Certificates, correspondence) with patients, friends.

8. All correspondence of the Secretary to the Senior Surgeon pertaining to the Board will pass through the Chairman of the Board and those pertaining to each institution will pass through the respective Medical Officer.

Sd/- M.Rama Rao
For Secretary to Government,
Education Department.

Copy.

Sd/- V.V.Monteiro.
Senior Surgeon.

Sg.

Copy
T. Sivachalam
Durbar Surgeon &
Chief Administrative
medical office

G. R. S. App. F VI—G 2]

SUBJECT .....

.....

.....

4 copies

Diary No. of letter replied to .....

Section Med

File No. 121-47

Serial No. 1.

General and Revenue Secretariat

( )

the 194 .MB

Proceedings of the Government of His Highness the Maharaja of Mysore.

Date of issue .. 6/12/47 194

Signed by Mr. M. R. Rao

Read— Letter no M 7082/ Med 293-42-6 dt 2/12/45 from the Secretary to Govt, Edn. Dept. to the Senior Surgeon in regard defining the powers & duties of the Lay Secretaries of the Combined Hospitals at Bangalore & Mysore

Order thereon—No.

2) Correspondence ending with U.O. note no D.S. 18-1/ dt 21/12/46 from the Durbar Surgeon & Chief Administrative Medical Officer (Civil Station) Bangalore recommending for the reasons stated that

(1) the Secretary & Treasurer of

May this be—

(i) printed ?

(ii) treated as a standing order ?

(iii) published in the Gazette, English Part ?

(iv) translated ?

(v) placed at the disposal of the press ?

(vi) published in the Gazette, Kannada Part ?

the Lady Curzon & Bowring Hospitals
may be delegated with the
following
~~exceptionally restricted~~ powers
and 2) that the duties defined
in the govt. letter No. 2/24.4.5 read
above be followed generally:-

(1) To sign for the Residency Surgeon (now, Chief Administrative Medical Officer) all pay bills of the establishments of the above two institutions.

(2) To sign bills for refund of patients' deposits & hospital stoppages, x-ray & Laboratory charges & pair copies of Contingent bills.

(3) To sign for the Residency Surgeon (now. Chief Administrative Medical Officer) bills & receipts for Hospital stoppages, x-ray List of Enclosures
Laboratory charges etc, & also Contingent sub-vouchers

(4) To sign indents from the various sections of the Hospitals for requirements of a routine & recurring nature [Firewood, Charcoal etc)

(5) To initial against entries in the Contingent register

Copied by

Examined by

& (6) To attest the entries in the service books & rolls & to

G. R. S. App. F. G. 3.

GENERAL AND REVENUE SECRETARIAT.

(*Continuation sheet draft form.*)

verify annually in April the service books & rolls.

Order no. 6635-7

The recommendations of the Durbar Surgeon & Chief Administrative Medical Officer are approved.

Sd/- [illegible]

To The Durbar Surgeon
Chief Administrative Medical Officer (Civil Station)
The Comptr.
The S.S.

15/11

PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

Read:-

Letter No.M.7082/Med.293-42-6 dated 2nd February 1945 from the Secretary to Government, Education Department, to the Senior Surgeon in Mysore defining the powers and duties of the Lay Secretaries of the Combined Hospitals at Bangalore and Mysore.

2. Correspondence ending with un-official note No.D.S.18-1 dated 21st October 1947 from the Durbar Surgeon and Chief Administrative Medical Officer (Civil Station) Bangalore recommending for the reasons stated that (1) the Secretary and Treasurer of the Lady Curzon and Bowring Hospitals may be delegated with the following powers and (2) that the duties defined in the Government letter dated 2nd February 1945 read above be followed generally:-

(1) To sign for the Residency Surgeon (now, Chief Administrative Medical Officer) all pay bills of the establishments of the above two institutions;
(2) To sign bills for refund of patients' deposits and Hospital stoppages, X-ray and Laboratory charges and fair copies of contingent bills;
(3) To sign for the Residency Surgeon (now, Chief Administrative Medical Officer) bills and receipts for Hospital stoppages, X-ray and Laboratory charges etc., and also contingent sub-vouchers.
(4) To sign indents from the various sections of the Hospitals for requirements of a routine and recurring nature (Firewood, Charcoal, etc.);
(5) To initial against entries in the contingent register; and
(6) To attest the entries in the service books and rolls and to verify annually in April the service books and rolls.

Order No. M 6635-7/Med 121-47-1

Dated, Bangalore, the 6th December 1947.

The recommendations of the Durbar Surgeon and Chief Administrative Medical Officer are approved.

Secretary to Government,
Education Department.

To-The Durbar Surgeon & Chief Administrative Medical Officer (Civil Station).
The Comptroller to Government of Mysore.
The Senior Surgeon in Mysore.

LC/4.